

Crooked Tree District Library

P.O. Box 518 • 2003 Walloon St.

Walloon Lake, MI 49796

(231) 535-2111

April 13, 2019

Re: Request for Waiver of Form 471 Filing Window Deadline for Funding Year 2019
CC Docket No. 02-6

FY 2019 Form 471 Application #: 191042054; Case Record #269336

Name of School or Library: Crooked Tree District Library

School or Library Billed Entity Number (BEN): 147449

Contact Name, Title: Karen Walker, Director

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To Whom It May Concern:

I am writing to respectfully request the FCC to grant a waiver of the Funding Year 2019 Form 471 Filing Window Deadline so that our Form 471 E-rate application will be considered as having been filed within the 'window.' The Form 471 was submitted on April 11, 2019.

Reason for submitting late:

On February 21, 2019 I submitted and certified a Form 470 (Application #190026618) with an allowable contract date of March 21, 2019.

During the open bid process, I was contacted via email on March 8, 2019 by Michigan E-Rate Coordinator, Joe Polasek; which was read by myself on March 11, 2019. He noticed that I had "filed for Internet Access, but no transport. If you own your own WAN, then this isn't an issue. However, if the service provider that won your bid is also providing transport, this could put your application in jeopardy due to a competitive bidding violation.

There is still time to repost a Form 470 if needed and submit the Form 471 out of window with an accompanying waiver, if need be. If you have questions, please don't hesitate to call me."

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I emailed Mr. Polasek on March 13, 2019 after realizing that I had chosen the wrong Category 1 Function "Internet Access: ISP Service ONLY (No Transport Circuit Included)" instead of choosing "Internet Access and Transport Bundled (Non-Fiber)." I wanted to know how to correct this to the best of my ability.

While waiting for his reply I also contacted USAC "helpline" the same day and spoke with Danielle Silin with the goal of perhaps finding someone else who could walk me through the necessary steps to remedy this error. Danielle walked me through the necessary steps and created a case file for me. It was my understanding that I should cancel my initial Form 470 and create a new Form 470. I cancelled the initial Form 470 by changing the Nickname to direct vendor bids to the new Form 470 created (Application #190029861) March 13, 2019 and a new allowable contract date of April 10, 2019. It was my understanding at that time that I would then, file Form 471 with the understanding that it would be filed after the close of FY 2019 filing window and that I would then need to request a waiver of the filing window deadline.

In light of the reasons stated above, I respectfully request the FCC view these extenuating circumstances as good cause to waive the Form 471 Window Filing Deadline for this application.

Thank you for your consideration of our request.

Respectfully submitted,

Karen Walker
Director